



Flathead County
Emergency Medical Services
Administrative Board

Flathead County EMS
625 Timberwolf Parkway
Kalispell, MT 59901
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emslife@flathead.mt.gov

September 20th, 2010
Regular Meeting, Whitefish Emergency Services Center

Members Present

Wayne Miller, MD
Myrt Webb
Jason Spring
Velinda Stevens

Absent

Bob Kun

Others Present

Mary Granger
Tom Kennelly
Dan Diehl
Amanda Norenberg
Scott Sampey
Kris Long
Katie Edwards
Mike Pence
Lincoln Chute
Craig Williams

Call to Order

Meeting was called to order by Dr. Miller at 2:10p.

Approval of Agenda

MOTION to approve agenda as received, Webb
SECOND, Spring
Approved

Approval of Minutes

MOTION to approve Minutes of July 19th, 2010, Webb
SECOND, Kun
Approved

Citizen Comments

None

Budget Amendment – Granger/Webb

Granger explained to the board that after meeting and discussing the budget with the Budget Subcommittee and Finance, that the carryover from the last fiscal year exceeded 30%. This could result in a lesser amount to be levied in FY2011. Granger drafted an amended budget to be approved by the Board and the County Commissioners with increased expenditures, focusing on an expanded education program and purchase of billing software. This would leave the reserves at 20.08%.

MOTION to approve the amended budget, Spring

SECOND, Stevens
Approved

Webb and the subcommittee drafted a budget worksheet that would simplify the financial statements for the Board.

EMS Manager's Report –Granger

- Training: The fall schedule is filling up with an EMT-Basic class and all levels of refreshers. The refreshers will be using an online format for a portion of the required hours. The Training Committee is working on offering a Pre Hospital Trauma and Life Support class to certify instructors. Role responsibility has been more clearly defined in the partnership with the Continuing Education Office at Flathead Valley Community College. Granger is continuing to visit the agencies to review the Multi Victim procedures.
- Run Cards: All units are now in compliance with the “Nearest-available Resource” concept. There have been several multi-agency responses that have gone according to the run cards. Run reviews will continue to identify issues and improve the service. Glacier National Park is coming on board with run cards to simplify the response in or to the park.
- The first county-wide run review will be held on Monday September 20th at 6p.
- Patient Care Reports: Kalispell Fire Department has been working on a new patient care reporting form. The form will interface with New World software that will be available county-wide. The goal is for all units to eventually use this method of reporting so the information is consolidated for Dr. Briles and to standardize the report system. The EMS office and KFD will begin to develop a training schedule as it will take time to educate the responders and agencies. The form is comparable to both Sweetsoft and the Montana State reporting systems. Soon the software will be purchased so the program will interface with the billing companies.
- Olney Fire Department: The ambulance director for Olney Ambulance has resigned. This leaves one trained EMT and ambulance trained fire personnel. There are 4 members of the Fire Department in the EMT- Basic class at this time. Whitefish Fire Department is cooperating with Olney with mutual dispatches.
- Flu Vaccinations: The EMS office is offering to pay for the flu vaccine for Flathead County EMS Providers. The cost per dose is \$10.00. This leaves a \$15.00 administrative fee per provider billable to their agency.

Medical Director Update – Dr. Briles

Dr. Briles has developed the county wide ALS protocols and will be adopting the State BLS protocols newly revised. He hopes to have the two combined to a simple format and distributed by the end of September. Dr. Briles is diligently working towards updating all of the agencies' State rosters and maintaining access to Medical Direction.

Dr. Briles is also working on opening the lines of communication between the two Emergency Medical groups. Spring asked that he develop a committee including both groups to discuss QA/QI. This will increase the communication and offer other perspectives. Spring also suggested a Newsletter if the meetings wouldn't work to discuss new protocols etc.

Glacier National Park has agreed to develop a run card specifically for the park and ALERT's response. This will also give the rangers the ability to call off an ALERT response and request a transport service into the park.

Advisory Committee Report- Long

Long explained at the last meeting that the Committee is in need of a Vice Chair due to the departure of Granger. The issue was tabled until November. The Fire Service Area recently asked the Advisory Committee to consider reimbursing the agencies that respond outside their districts for medical calls. After discussion the Committee agreed to appoint an Ad Hoc Committee to address this issue and develop a proposal for the September meeting. At this meeting a reimbursement policy was drafted and approved (see FSA proposal below).

Long explained that the Advisory Committee will now be meeting on the Second Monday of the month at 5:30 to coordinate efforts with the Chiefs meeting on the same night.

911 Funding Proposal – Chuck Stearns (Whitefish City Manager)

Stearns, a member of the 911 Future Funding Committee, discussed three possible options for funding the 911 center. (see attachment)

Option A. Stay the same

Option B. Proposed 911 levy

Option C. Billing responding agencies based on a call volume.

Each option has many pros and cons. Stearns would like everyone involved to be aware of the options at this time. The Committee is open to suggestions.

Fire Service Area Proposal – EMS Finding Group, Long

The group has been asked by the Advisory Committee to give a report on how to deal with those departments who do not receive EMS funds, yet provide EMS support in the Fire Service Area.

Although there are not many departments who do not receive EMS funding, they still provide a very important function of support and assistance to the EMS providers. They are sometimes called to respond outside of their fire district, some at great distance, to render this assistance without any financial support.

After some discussion the group decided on the following guidelines for reimbursement to non funded departments.

1. Establish the Fire Service Area as an EMS response area receiving a \$2,500.00 annual allotment.
2. Those department who do not receive direct funding from the EMS Board, yet provide support and assistance to EMS providers are eligible for financial compensation.

3. Reimbursement shall be based on mileage.
 - A. 0-5 road miles from district boundary there will be no compensation.
 - B. 6-15 road miles, a compensation of \$50.00 shall be distributed.
 - C. 16-35 road miles, a compensation of \$75.00 shall be distributed.
 - D. 36+ road miles, a compensation of \$150.00 shall be distributed.
4. For motor vehicle accidents the responding department must make every effort to collect compensation from the automobile insurance companies of those people involved. If that department is unable to obtain reimbursement either because of rejection from the insurance company or none of the parties involved had insurance, that department may then submit a request for compensation from the EMS Board. The following information must be submitted along with the request.
 - A. The department run report.
 - B. Dispatch CR #
 - C. The name, address, policy number of the insurance company and name of vehicle owner(s).
 - D. Letter of refusal to pay claim by automobile insurance company(s).
 - E. In the event that none of the parties involved have motor vehicle insurance, then proof on no insurance must be submitted.
5. There are also some instances in which some departments who receive funding, but are not transport units, are requested to respond extraordinary distances beyond their district boundaries to provide EMS and support. In those cases where the distance is over 36 road miles a compensation of \$150.00 shall be distributed.
6. Compensation request shall be brought to the Advisory Group. The OES director, EMS manager, and Chairman of the Advisory Group shall review the request, for approval, before submitting to the EMS board for final review and payment

MOTION to approve FSA Funding Proposal, Stevens

SECOND, Webb

Approved

Communications Upgrade – Chute for Jack Spillman

Lincoln Chute spoke for Jack Spillman, the Communications Specialist for Flathead County. Chute explained the need for upgrades to both Marion Mountain and Desert Mountain tower sites. Both communication towers are in need of upgrades necessary for operation. The cost on Marion Mt is \$22,000.00 and the cost on Desert Mt is \$32,000.00. The Commissioners have approved \$10,000.00 to be spent from the Fire Service area budget and are asking the EMS Board to match and the 911 Board to pay the balance. This item will be considered in October.

Special Funding expenditure update

1. Lakeside QRU – is on track with 3 members attending FVCC paramedic program
2. Evergreen Fire and Rescue – used funding to provide 24/7 ALS service and cover other districts in need.
3. West Flathead EMS - still actively seeking a second hall to provide ALS services in higher populated areas.
4. Marion Fire Department – will pay retention stipends quarterly to their members
5. Bigfork Fire – used funding for ALS personnel costs, increased ALS coverage for the district.

Other Business/future Agenda Requests

The next Board meeting will be held at the Evergreen Fire Hall. October 18th, 2010 @ 2p

Board Member Comments

None

Public Meeting Adjourned 3:45p and was followed by a tour of the Whitefish Emergency Services Center, hosted by Chief Tom Kennelly.